



THE AMERICAN
UNIVERSITY
OF PARIS

knowledge, perspective, understanding

Library *Guide*

Getting Help...and Giving Suggestions

GETTING HELP

For any kind of general assistance, staff members and student assistants are available at the **Service Desk** to answer questions – or to refer you to someone who can help – any time during regular hours. Check the Library website (<http://library.aup.fr>) as well for basic questions about the Library's resources and services, and for additional guides to doing academic research.

Reference & research assistance

Librarians and other library staff can provide guidance in the use of resources at the AUP Library or in locating resources at other libraries in Paris (researchhelp@aup.edu). If needed materials are not available at the AUP Library, our document delivery service may be able to obtain the items needed – just ask at the Service Desk.

Are you off-campus? We can still help you with your research – call us at 01 40 62 05 61 (or 01 40 62 05 62 on evenings and weekends), or send your question to library@aup.fr.

Library publications

This guide and other library publications are designed to introduce users to various research tools and information sources. They are available at the Service Desk.

Lost and found

Contact the Service Desk (01 40 62 05 62).

SUGGESTIONS

Have a suggestion or comment to make **about the Library or its services**? Put it in the suggestion box located in the reading room area or send an email to library@aup.fr.

To suggest **materials for the library to purchase**, please complete the online form at <http://library.aup.fr/forms.htm>.